



DEPARTMENT OF HEALTH AND HUMAN SERVICES

# Milwaukee County

March, 2013

To: Community Agencies, Organizations and Interested Parties

The Milwaukee County Department of Health and Human Services (DHHS), Housing Division, invites community agencies and organizations to participate in the RFP process by submitting proposals for the following human services program to be purchased in the year 2013:

## **Farwell Studio Apartments Supportive Services**

Proposal materials (*Program Requirements* and *Technical Requirements*) will be available in electronic format beginning **Monday, March 11, 2013** from:  
[http://county.milwaukee.gov/DHHS\\_bids](http://county.milwaukee.gov/DHHS_bids)

All proposals for funding in response to this RFP must be received by the Department of Health and Human Services no later than 4:00 p.m. CDT on Thursday, March 28, 2013. Only proposals submitted by the stated deadline are guaranteed to receive consideration. No extensions will be granted for submission of proposals unless approved by the Director of the Department of Health and Human Services. The director or his designee shall retain complete and sole discretion to waive the above submission deadline if such waiver is deemed to be in the best interests of the county. Such decision of the director or his designee is not subject to appeal to the pertinent County Board Standing Committee.

### **Proposals may be mailed or delivered to:**

**Marcia P. Coggs Human Services Center  
Attn: Dennis Buesing, RFP Manager  
Room 300  
1220 West Vliet Street  
Milwaukee, WI 53205**

Following the proposal review and negotiation processes outlined in the *Technical Requirements*, contract award recommendations will be presented for approval to the County Board Committee on Health and Human Needs. The County Board of Supervisors may reject the funding recommendations and ask for an additional review and scoring of proposal(s), or require a re-issuance of the RFP for the program(s) being recommended. The County Executive may veto, in part, or whole, the County Board's action.

To receive information or assistance, please contact the following persons:

**Program information:** Stacey Bielski, Special Needs Housing Manager, (414) 257-7512

**Technical Requirements (questions about proposal submission requirements):**

James Sponholz, Contract Administration (414) 289-5778

Sumanish Kalia, CPA, Contract Administration (414) 289-6757

**Fiscal/budget questions:** Sumanish Kalia, CPA, Contract Administration (414) 289-6757

Thank you for your interest in the Milwaukee County Department of Health and Human Services RFP process.

Sincerely,

A handwritten signature in black ink, appearing to read "Hector Colon".

Héctor Colón

Director

Milwaukee County Department of Health and Human Services